

WELCOME AND OPENING REMARKS

AGENDA ITEM I

AGENDA ITEM I

DATE: October 3, 2006

☒ For Action
☐ For Information

TO: Members of the Business Liaison Subcommittee

FROM: Harry Servidio, Vice Chair

SUBJECT: APPROVAL OF DRAFT MINUTES FROM MAY 25, 2006 MEETING

PROPOSED MOTION:

Approve the draft minutes of the May 25, 2006 Business Liaison Subcommittee meeting.

DISCUSSION:

Harry Servidio, Vice Chair, requests approval of the draft minutes from the Business Liaison Subcommittee meeting which took place on Thursday, May 25, 2006.

ATTACHMENT(S):

Draft Business Liaison Subcommittee May 25, 2006 Minutes

DRAFT

MINUTES CALIFORNIA GOVERNOR'S COMMITTEE ON EMPLOYMENT OF PEOPLE WITH DISABILITIES BUSINESS LIAISON SUBCOMMITTEE

MAY 25, 2006

The California Governor's Committee on Employment of People with Disabilities Business Liaison Subcommittee met on Thursday, May 25, 2006, at 1100 J Street, Sacramento, California. Ms. Vanessa Williams, Chair, called the meeting to order at 12:15 pm. Ms. Williams asked all attendees to introduce themselves, including those members attending via telephone.

MEMBERS IN ATTENDANCE

Vanessa Williams, Chair

Harry Servidio, Vice Chair (via telephone)

Michelle Alford-Williams

Don De Jesse (via telephone)

Carlatta Pasos (via telephone)

Marc Goldman (via telephone)

There were no public attendees

I. ACTION ITEM

Subject: Approval of Draft minutes from March 30, 2006 Meeting

This item was tabled because there were not enough members in attendance at this time for a quorum.

II. INFORMATION ITEM

Subject: Approval of Goals A1 and A2

Ms. Williams informed the members that we would work on finalizing the prioritization of Goal A2. Marc Goldman asked how Goal A1 was prioritized on the matrix. Ms. Williams reviewed/updated the group on the A1 goal and explained that it was prioritized by consensus. She also suggested that everyone review the provided matrix and decide if any changes are required.

Ms. Williams announced that Kevin Campbell, Business Liaison Subcommittee Staff Lead, had accepted a position with the Department of Conservation and this would be his last subcommittee meeting.

The committee continued to review and prioritize the Goals A1 and A2. There was a discussion on the prioritization of goal A1a (Strengthen collaborations with the business community to solicit

solutions to increase employment opportunities). It was recommended that Goal A1a be moved to High Impact/High difficulty.

Carlatta Pasos joined the meeting via telephone, and a quorum was formed. Ms. Pasos asked how prioritizations of the goals were being established.

Ms. Alford-Williams explained the process. It was agreed to approve Goal A1 prioritization, with the change of goal A1.a. being moved to High Impact/High difficulty.

ACTION ITEM (continued)

Subject: Approval of Draft minutes from March 30, 2006 Meeting

Discussion: Mr. Campbell suggested that the minutes of March 30, 2006, be approved since the subcommittee now had a quorum.

Motion: It was moved and seconded that the minutes of the Business Liaison Subcommittee Minutes from March 30, 2006 be approved. The motion was carried.

Vice Chair Harry Servidio asked if the letters mentioned in the minutes to the California Chamber of Commerce and California State Council of Human Resource Managers had been sent. Mr. Campbell stated that they had been sent by staff, and that he would send him copies of the letters.

III. INFORMATION ITEM

Subject: Select Priorities and Establish Work Plan

Kevin Campbell, Business Liaison Subcommittee Staff Lead, provided instructions on how the subcommittee will continue to utilize the "Prioritization Matrix". He explained in detail how to use the four quadrants. The categories of each quadrant are: 1) Low impact/Low difficulty 2) High impact/Low difficulty 3) High impact/High difficulty 4) Low impact/High difficulty. As stipulated, these quadrants will assist the subcommittees in prioritizing each goal and action.

The subcommittee began prioritizing the actions of Goal A-2 as reflected in the Prioritization Matrix.

Ms. Williams lead the roundtable discussion, which included additional matrix review of Goal A1. The committee also discussed ways to accomplish the prioritized tasks.

Ms. Williams systematically went through the work plan with the members and prioritized all of A2 (a-j) with continuous discussion.

The committee discussed the creation of a marketing tool. It was suggested that a laminated marketing tool be prepared for the Disability Awareness month in October.

Ms. Williams volunteered to ask her employer; Lockheed Martin to donate the tool.

Mr. Servidio suggested that the subcommittee members attend the Chamber of Commerce meetings and distribute the marketing tool. Additionally, they discussed putting together a power point presentation.

Ms. Williams asked Mr. Servidio to follow-up with the Chamber of Commerce and SHRM regarding their participation on the committee.

Ms. Alford-Williams suggested creating focus groups to determine the employer's needs and how they would like information organized (i.e., CD, laminated sheet, etc.).

There was a discussion on who would take the lead on the goals. Members volunteered to take the lead on Goals A1 and Goals A2. Linda Rogaski suggested that a Disability Program Navigator attend the next meeting to give the committee members greater insight on their function in the One-Stops.

The subcommittee agreed to prioritize the goals first and then rank the actions.

IV. ACTION ITEM

Subject: Discuss Subcommittee Charter

The Executive Committee will draft this charter, therefore the discussion was tabled.

V. INFORMATION ITEM

Subject: Next Meeting Date

The members agreed that the next meeting date would be August 3, 2006, at 12:30pm, the location to be announced.

PUBLIC COMMENT

There was no public comment.

ADJOURNED AT 2:10 P.M.

AGENDA ITEM II

AGENDA ITEM II

DATE: October 3, 2006

☐ For Action
☒ For Information

TO: Members of the California Business Liaison Subcommittee

FROM: Harry Servidio, Vice Chair

SUBJECT: Role of Subcommittees

DISCUSSION:

Pamela Hayes, Ph.D., was elected Vice Chair of the Governor's Committee at the 2006 Governor's Committee Summer Quarterly Meeting. Dr. Hayes will discuss the roles of the Business Liaison Subcommittee, the expected lines of communication and interaction between the subcommittees and the vision of the Governor's Committee.

ATTACHMENT(S):

None

AGENDA ITEM III

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DATE: October 3, 2006

☐ For Action
☒ For Information

TO: Members of the California Business Liaison Subcommittee

FROM: Harry Servidio, Vice Chair

SUBJECT: Staff Report

DISCUSSION:

Charlie Kaplan will give a brief status update on the Business Liaison Subcommittee's invitation to the Chamber of Commerce and SHRM to participate on the subcommittee.

Charlie will also provide a high level summary of the Board's and Commissions Roundtable meeting held September 20, 2006 in Sacramento.

ATTACHMENT(S):

None

AGENDA ITEM IV

AGENDA ITEM IV

DATE: October 3, 2006

☒ For Action
☐ For Information

TO: Members of the Business Liaison Subcommittee

FROM: Harry Servidio, Vice Chair

SUBJECT:

- REVIEW OF PRIORITY CLUSTERS
- DEVELOP STRATEGIES FOR WORK PLANS
- WORK PLAN ASSIGNMENTS

PROPOSED MOTION:

Approve the goal clusters, strategies and work plan assignments.

DISCUSSION:

Many goals within the comprehensive strategy have crossover components; therefore, the goals have been tentatively clustered to minimize effort and maximize outcomes. Consensus will be sought on finalizing the clusters.

Once the clusters are finalized, strategies can be developed to start on a work plan to actualize the goals. Subject matter experts can be utilized to obtain statistical data and information.

Members can be assigned specific goal clusters to begin the research and development of an actual work plan. Benchmarks can be established for monitoring progress and accountability purposes.

ATTACHMENT(S):

A1 and A2 Goals Cluster
Strategy Worksheet

A1: Remove the barriers which employers face in hiring people with disabilities

A2: The business community is equipped with practical information and tools Necessary to build their workforce inclusive of people with disabilities
(e.g., employer incentives, labor market information)

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A1-b: Identify, categorize and prioritize barriers for large, medium and small employers.

A1-d: Address barriers as viewed by large, medium and small employers.

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A1-a: Strengthen collaborations with the business community to solicit solutions to increase employment opportunities.



A1-c: Create or strengthen working partnerships with the Business Leadership Network, chambers of commerce, trade associations and other business-led organizations.



A1-f: Create, develop and support intermediary organizations to coordinate providers working with employers.

A1-k: Build and nurture relationships with local high school special education programs and college/university disabled students' programs/services and career centers.

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A2-d: Develop and implement a marketing strategy to increase usage of current employer incentive programs.



A2-f: Review and recommend improvements to current employer incentive programs, including methods to streamline the process.

A2-g: Conduct employer focus groups and compile data to identify and recommend additional incentive areas (employer tax credit for employee affinity groups, job coaches) for hiring, retaining, promoting and supporting people with disabilities.

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A2-b: Provide existing and develop new disability awareness and disability-related legal training for employers (Americans with Disabilities Act).



A2-e: Ensure One-Stop Career Center business/employer relations/services teams have knowledge of, and access to, services, incentives and supports that remove the barriers employers face in hiring people with disabilities.

A2-i: Outreach to immigrant-owned businesses to provide the training and technical assistance necessary to build an inclusive workplace.

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A1-l: Share pertinent labor market information and findings on employer requirements to assist educators, trainers, guidance counselors and students with education and career planning.



A1-m: Strengthen, encourage and build community awareness of labor market needs.

A2-a: Provide accurate and effective labor market information regarding workforce trends to employers.

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A1-e: Promote and implement solutions to increase employment opportunities while respecting the cultural diversity of Californian's with disabilities.



A1-h: Assist employers in developing quality skill-development programs.



A1-j: Study and develop demand-side employment models in order to replicate best-practices.

A2-h: Provide employers with a pool of job-ready, qualified persons with disabilities.

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A1-g: Facilitate and stimulate the development of products and services that support youth and adults in the workplace.

A2-c: Provide information and resources regarding workplace accommodations/assistive technology and health care benefits.

- A1-i:** Develop and promote return-to-work strategies, including partial employment, for injured workers.

A2-j: Provide and market best practice employee affinity group models for businesses to replicate.

MAIN THEME	GOAL	TARGET AUDIENCE	SUBJECT MATTER EXPERTS	TASK/STRATEGY	LEAD	DUE DATE
Barriers	A1-b	Employers		<u>Identify/Categorize Barriers</u> * * *		
	A1-d	Employers		<u>Address Barriers as Viewed by Employers</u> * * *		

MAIN THEME	GOAL	TARGET AUDIENCE	SUBJECT MATTER EXPERTS	TASK/STRATEGY	LEAD	DUE DATE
Relationships	A1-a	Business		<u>Solicit Solutions from Business to Increase Employment.</u> * * *		
	A1-c	BLN Commerce Trade Assoc		<u>Strengthen Partnerships/Collaborations</u> * * *		
	A1-f	Intermediary Organizations		<u>Coordinate Providers that Work with Employers</u> * * *		
	A1-k	Education		<u>Build Partnerships w/Educational Institutions</u> * * *		

MAIN THEME	GOAL	TARGET AUDIENCE	SUBJECT MATTER EXPERTS	TASK/STRATEGY	LEAD	DUE DATE
Employer Incentives	A2-d	Employers		<u>Marketing Strategy to Promote Incentive Programs</u> * * *		
	A2-f	Legislature		<u>Research & Recommend Improvements to Incentive Programs</u> * * *		
	A2-g	Employers		<u>Research Undiscovered Areas for Additional Incentives</u> * * *		

MAIN THEME	GOAL	TARGET AUDIENCE	SUBJECT MATTER EXPERTS	TASK/STRATEGY	LEAD	DUE DATE
Awareness/ Outreach Training	A2-b	Employers		<u>ADA Training</u> * * *		
	A2-e	One-Stops		<u>Training re: Access, Supports, Incentives</u> * * *		
	A2-i	Immigrant-Owned Business		<u>Training & Technical Assistance for Inclusiveness</u> * * *		

MAIN THEME	GOAL	TARGET AUDIENCE	SUBJECT MATTER EXPERTS	TASK/STRATEGY	LEAD	DUE DATE
Labor Market Information	A1-l	Educators/ Career Planners		<u>Disseminate LMI to Assist w/Education & Career Planning</u> * * *		
	A1-m	One-Stops/ People with Disabilities		<u>Define & Prepare for Labor Market Needs/Trends</u> * * *		
	A2-a	Employers		<u>Disseminate LMI Trends</u> * * *		

MAIN THEME	GOAL	TARGET AUDIENCE	SUBJECT MATTER EXPERTS	TASK/STRATEGY	LEAD	DUE DATE
Job Readiness (CWIB Committee Crossover)	A1-e	Global		<u>Increase Employment Among Culturally Diverse</u> * * *		
	A1-h	Employers		<u>Build Skill-Development Programs</u> * * *		
	A1-j	Employers/ One-Stops		<u>Research Various Employment Models and Best Practices</u> * * *		
	A2-h	One-Stops		<u>Ensure Employers Have Job-Ready Applicants</u> * * *		

MAIN THEME	GOAL	TARGET AUDIENCE	SUBJECT MATTER EXPERTS	TASK/STRATEGY	LEAD	DUE DATE
Resources	A1-g	Interested Parties		<u>Develop Services to Support Persons with Disabilities in Workplace</u> * * *		
	A2-c	Employers		<u>Disseminate Info re Accommodations/Technology/Health Benefits</u> * * *		

MAIN THEME	GOAL	TARGET AUDIENCE	SUBJECT MATTER EXPERTS	TASK/STRATEGY	LEAD	DUE DATE
Return-to- Work Strategies	A1-i	One-Stops/ Injured Workers		<u>Develop Strategies for Injured to Return to Work</u> * * *		

MAIN THEME	GOAL	TARGET AUDIENCE	SUBJECT MATTER EXPERTS	TASK/STRATEGY	LEAD	DUE DATE
Best Practices Models	A2-j	Business		<u>Promote BP Models for Adoption by Businesses</u> * * *		

AGENDA ITEM V

AGENDA ITEM V

DATE: October 3, 2006

☒ For Action
☐ For Information

TO: Members of the Business Liaison Subcommittee

FROM: Harry Servidio, Vice Chair

SUBJECT: ESTABLISH NEXT MEETING DATE

PROPOSED MOTION:

Approve the selected date for the next Business Liaison Subcommittee meeting.

DISCUSSION:

Harry Servidio, Vice Chair, will poll the members to obtain an agreed upon date, time, and location for the next Business Liaison Subcommittee meeting. Prior to that meeting, staff will confirm a site and inform members of pertinent details.

ATTACHMENT(S):

None